

**MINUTES OF A REGULAR MEETING OF THE PARKS AND RECREATION
COMMISSION OF THE TOWN OF CLARKDALE**

A Regular Meeting of the Parks and Recreation Commission of the Town of Clarkdale was held on Wednesday, May 13th, 2009, at 5:30 p.m., in the Community Room of the Town Hall Administration Building, 39 N. Ninth Street, Clarkdale, Arizona.

Chairperson: Lynda Zanolli
Vice Chairperson: Maya Radoccia
Commissioners: Krysta Dehnert
Bethany Bezdek (Arrived at 5:43 p.m.)

Town Staff:
Community Services Supervisor: Dawn Norman
Community Development Director: Sherry Bailey

Others in Attendance: None

AGENDA ITEM: CALL TO ORDER –Chairperson Zanolli called the meeting to order at 5:35 p.m. It was noted that a quorum was present.

AGENDA ITEM: PUBLIC COMMENT – None

AGENDA ITEM: MINUTES-Discussion and consideration of minutes of the Regular Meeting held on March 11, 2009.

Commissioner Dehnert motioned to approve the Regular Meeting minutes for March 11, 2009, as written. Chairperson Zanolli seconded the motion. The motion passed unanimously.

AGENDA ITEM: REPORTS- Reports on current events

CHAIRPERSON’S REPORT – None.

STAFF REPORT – Community Services Supervisor Norman reported the following to the Parks and Recreation Commission:

1. A letter of resignation was received from Parks and Recreation Commission Member Alice Burroughs resigning from the Commission due to personal reasons. Upon Council approval, staff will begin the process to fill the vacant position. .
2. Diamondback tickets are on sale for Clarkdale Hometown Night scheduled for June 14th. Tickets are \$20 each and a package deal which includes a ticket and bus ride to and from the game is being offered for \$25.
3. Community Services Department will be acquiring a youth employee through NACOG’s summer youth employment program. The employee will work June 1 through July 29th and all wages will be paid through NACOG.

4. Staff has been working on the pool and balancing the water. When the chemicals are balanced the pool covers will be placed on the pool in order to save on chemicals and to keep algae growth down.

FINANCE REPORT – Community Services Supervisor Norman reviewed departmental finance reports with the Commission.

NEW BUSINESS:

AGENDA ITEM: WORKSESSION – A work session to discuss the Parks and Recreation Master Plan.

Community Development Director Sherry Bailey reviewed the map produced by Planner/GIS Guss Espolt. Community Development Director Bailey expressed the need for a plan of the National Forest Land. There was open discussion on the National Forest land, the different facility types, water issue concerns and Peck's Lake.

Community Development Director Bailey reviewed the proposed Table of Contents and discussed the recommended timeline of approximately 1 ½ years for the complete process. She explained that it was a very aggressive timeline and asked that the Commission be prepared for the upcoming work sessions as each meeting will probably last about 2 hours. There was open discussion on the Table of Contents and the material that will be covered. Community Development Director Bailey asked the Commission to inform her if there were any items not included that they would like incorporated into the plan.

Commissioner Bezdek addressed the Town's recent newsletter article regarding the decision to not open the pool for the 2009 season. She continued that the newsletter article stated that the decision was based on the calculation of use and that it was a major concern of hers if this was the method that the Council was going to use in order to make decisions. She stated that the youth are continuously overlooked and although it may seem like a small number was using the pool it was still a facility for the youth in the community to use.

Community Services Supervisor Norman explained that, along with a number of other budget related decisions the Council has recently addressed, not opening the pool this year was a particularly difficult consideration. . She added that the actual number of people who used the pool was much lower than what was stated in the article. And, while this was one of the factors Council used in making their final determination, there were many other budgetary factors considered as well. .

Community Development Director Bailey suggested that an element with regards to youth be implemented into the Parks and Recreation Master Plan in order to help any future Council when making decisions for the parks and recreation facilities. The group was in agreement to the inclusion of an element covering youth and parks and recreation.

AGENDA ITEM: DISCUSSION - Discussion of the 2009 Concerts in the Park.

Community Services Supervisor Norman thanked the Commissioners for volunteering their time to cover the concerts as it was greatly appreciated. She continued she was very pleased with the overwhelming response received from the newsletter article as now all of the concerts are staffed by volunteers from the community. For each concert there was one Commissioner assigned as the point of contact and who would carry out the necessary duties, along with one volunteer who would help with ticket sales and any other items that were needed.

Community Services Supervisor Norman reviewed the list of volunteers and the schedule and the Information and Checklist for the concerts. There was open discussion on the duties outlined, the contact information and what to do in different scenarios that may arise.

Community Services Supervisor presented the Salt River Materials Group TV Guide ad to the Commission. She explained that SRMG graciously donates their ad each year for the Concerts in the Park.

Commissioner Dehnert asked about the farmer's market and if they had considered holding it during the concerts. Community Development Director Bailey stated that the owner's of the lot have the concert schedule and are looking at the possibility.

AGENDA ITEM: DISCUSSION – Discussion of the 2009 Old Fashioned 4th of July.

Community Services Supervisor Norman presented the list of volunteers for the Fourth of July event. She stated that the Clarkdale-Jerome School has agreed to take on the responsibility of the children's games, including set-up and break-down, ticket sales, purchasing of prizes, and operating the games during the event. She continued that this made a major impact on the remaining number of volunteers needed. She was looking at the different aspects that were offered at the event and was approaching interested organizations in taking on the bulk duties, for example, the children's games and children's parade. She stated that she had approached the Clarkdale Chamber about taking on the children's parade and that they seemed interested. She was scheduled to attend their meeting tomorrow to discuss what was needed and that it looked very promising.

There was open discussion on the parade rules and last year's entry of horses. Community Services Supervisor Norman stated that she would gather the debriefing notes from last year including the parade notes to the Commissioners prior to the next meeting so that they could discuss the items.

AGEND ITEM: DISCUSSION - Discussion of the re-organization of the Town's departmental structure and staffing.

Community Services Supervisor Norman stated that she and Administrative Assistant Margie Hardie were in the process of moving their offices upstairs as she reported in April. She continued that there are plans to re-organize and remodel the library in order to accommodate their office spaces.

Community Services Supervisor Norman presented the Phase I drawing stating that construction of Phase I would start sometime in the fall after school was back in session. This decision was made in order to allow use of the library through the summer months. She continued that the library would have to be closed for approximately one month in order to empty the contents of the library and for the construction process to take place. The Town has a few optional funding sources that could be used for Phase I including the remaining funds from the grant received from Arizona State of Library, Archives and Records, the library donation funds, and Proposition 202 gaming funds pending approval from the Council.

Commissioner Radoccia excused herself from the meeting at 7:15 p.m.

There was open discussion on the layout of the library and the possible opportunities that could be offered to the community by the newly created Community Services.

Community Services Supervisor explained that there is a Phase II which is completely dependent on federal stimulus money. She continued that a task force of Town employees has been working on acquiring stimulus funding as it becomes available, including grants for a

public computer center for libraries and schools. If successful, this grant would be Phase II, which would bring fiber broadband internet services and innovative technology to the library. Public Works Director Steve Burroughs is currently working on the drawing for Phase II which will incorporate the technical aspects into the plan. Community Services Supervisor Norman stated that she would keep the Commission updated as things progress.

AGENDA ITEM: FUTURE AGENDA ITEMS – Listing of items to appear on future agendas.

Parks and Recreation Master Plan
Old Fashioned Fourth of July

AGENDA ITEM: ADJOURNMENT-With no further business before the board and with no objection, the meeting adjourned at 7:25 p.m.

APPROVED:

Lynda Zanolli
Chairperson

SUBMITTED BY:

Dawn Norman
Parks and Recreation Supervisor